

SCHOOL HEALTH MANUAL

INTRODUCTION

MAINE SCHOOL HEALTH ADVISORY COMMITTEE

and

MAINE DEPARTMENT OF EDUCATION

with input from

MAINE DEPARTMENT OF HUMAN SERVICES

AND OTHER HEALTH RELATED ORGANIZATIONS

The School Health Manual is available electronically. Each section of the Manual is available as a separate electronic file from the Department of Education WEB Page at <http://www.state.me.us/education/sh/index.html>

Comments may be given to members of the School Health Advisory Committee or sent to the School Nurse Consultant at nancy.dube@maine.gov.

Paper copies of the manual are no longer available.

Under continuous revision.

INTRODUCTION

The School Health Manual is intended to provide guidance for school nursing practice.

The Manual is designed for school health services to include:

- Current laws and rules, policies, and procedures which affect the health of students.
- Information and resources to enhance school nurse practice.

The first Manual was published in 1974. The Maine School Health Advisory Committee (SHAC) and The Maine Department of Education (DOE), working with personnel from and the Department of Health and Human Services and other health experts, regularly updates the manual.

Healthy children learn better. Children must feel well if they are going to be active and successful learners and likely to realize full potential. School-age children are susceptible to increased social, emotional and physical problems. It is essential that health related concerns be recognized and adequately addressed in order to ensure that children reach their full potential.

Children with complex medical conditions or technological needs have the legal right to access health-related services within the school setting. Certified school nurses are essential to meet the increasing needs of students with complex health care needs.

SCHOOL HEALTH ADVISORY COMMITTEE

BACKGROUND

The School Nurse Advisory Committee (SHAC) was started in 1974, with recognition by Commissioners of the Department of Educational and Cultural Services and the Department of Human Services. The function was to review existing state-level programs and nursing services in schools, and make recommendations for improvement. Membership included school and public health nurses and was jointly staffed by DOE and DHS. The report and suggested policies developed by the Committee were sent to Superintendents in August 1977.

July 1977-School Health Board of Directors was developed from the Committee, and endorsed by Commissioners of Department of Educational and Cultural Services (DECS) and Department of Human Services (DHS). The membership was broadened to include the Department of Mental Health and Corrections, physicians, school nurses, health educators, teachers and school administrators. The Board met at least quarterly to review legislation, policies, procedures and departmental grants related to school health programs and made recommendations to the Commissioners. The Board worked to provide ongoing educational programs, primarily through the Department of Human Services (Public Health Nursing and Maternal and Child Health).

August-1985 School Health Advisory Committee emerged from the Board, with a memo of recognition from Commissioners of DECS, DHS, and Department of Mental Health and Mental Retardation.

July-1988, Governor's Cabinet, Interdepartmental Council agreed that SHAC would remain independent.

1992-Staff support from Department of Education (DOE) was lost with deletion of the School Nurse Coordinator position.

January 2001-the School Nurse Consultant position was reinstated.

July 2013 – the School Nurse Consultant position made a permanent position within the Department of Education by the 126th Legislature.

ISSUES ADDRESSED BY THE COMMITTEE OVER THE YEARS

- Standards of practice and policy guidelines for school health services, including training programs and the school health manual.
- Immunizations, including recommendations on legislation and rules, updates on practice, annual reporting and suggestions regarding implementation of programs.

- Spinal screening legislation and rules, initial and revised.
- Policies regarding HIV and blood borne infections.
- Study to determine the need and to establish criteria for the first Position of School Nurse Coordinator and delineation of need and functions to successfully re-establish the position.
- Survey of medically fragile children in schools, 1991.
- Intensive work on administration of medications in schools, 1997 to present, including a comprehensive study of the medications that are being administered, summer of 1999.
- Various screening protocols, including revisions in vision screening.
- Discussions on school sports and physical examinations protocol.
- Medication field trip policy/procedure in collaboration with Maine Board of Pharmacy, 2001.
- Dissemination and clarification of medical information to school Administrators.
- Establish liaison relationships to implement coordinated school health program.
- Disseminated through the web, the Maine School Emergency Manual-2001.
- Guidelines for delegation/oversight of health tasks by non-licenses personnel-2002.
- Diabetes Goes to School, 2005.
- Web-based school health manual launched in 2007.
- School physician survey, 2008.
- Influenza section to provide guidance for school located vaccine clinics added 2009.
- Automated External Defibrillator Survey, 2010.
- Concussion Management section added 2011.
- Migrated to the DOE web page, 2015
- Pre-school screening added, 2015